

## The Department

Chula Vista, the second largest city in San Diego County encompasses over 52 square miles. It is rich in diversity and tradition, and includes a large retirement community.

The Chula Vista Fire Department began in 1921 and has since grown to 141 employees. Their mission is to protect life, environment and property. The Fire Department faces a variety of unique challenges because of the City's expanding residential, commercial, and industrial base. As a result of the city's population increases, the demand for fire and emergency services is expanding.

The City of Chula Vista's Fire Department is one of the most modern and sophisticated departments in San Diego County. During a typical 24-hour shift there are 33 line firefighters and one Battalion Chief on constant duty. The City's eight fire stations are each staffed with a Captain, Engineer, and one Firefighter; Fire Stations 1 and 7 have an additional Captain, Engineer, and two Firefighters to staff a ladder truck. In January, a second Battalion will be instituted and assigned to Station 7.

## The Position

The Battalion Chief, under direction of the Deputy Fire Chief of Operations, performs a variety of duties including planning, supervising and directing the activities of personnel in the protection of life and property from losses due to fire, natural disaster or other major emergency incidents; coordinating and directing the implementation of programs in the Fire Suppression and Training Divisions and performing related work as assigned.

### Essential Duties

#### When assigned to the Suppression Division:

- Plan, direct and review the activities of shift personnel in the performance of fire suppression, rescue, hazardous material and first-responder emergency medical service activity.
- Visit each company or unit over which they have supervision on a regular basis.
- Witness and participate in drills.
- Conduct inspections as necessary to determine that proper care and attention is being given to all department property; conduct investigations and take necessary action to correct any deficiencies.
- Supervise and direct the activities of all fire companies within assigned Battalion.
- Prohibit the use of any uniform, tool, appliance, implement, or equipment which is unfit for service.
- Supervise an inspection of the affected premises and/or report the conditions to the appropriate facilities maintenance personnel for disposition of hazardous conditions of an emergency nature found in areas of their command.
- Review departmental documentation of subordinates to ensure accuracy and compliance with departmental standards.
- Conduct and facilitate Post Incident Analyses.
- Conduct and facilitate quarterly Engine, Truck, and Brush company evolutions and bi-annual multi-company evolutions.
- Attend and participate in monthly In-service Training sessions.
- Perform other related duties as assigned.

#### When assigned to the Training Division:

- Review and update training programs.
- Develop fire company performance standards.
- Document all training activities.
- Administer the DMV Employer Testing Program, the California Fire Fighter Joint Apprentice Committee program and Southwestern College In-service training coordination.
- Actively participate in the City-wide Safety committee; aggressively enforce all safety standards and mandates.
- Participate in the department budgetary process.
- Assist the Health and Human Services Office of the Fire Department with recruit and promotional testing.
- Plan, coordinate, direct, implement and evaluate the Fire Training Division.
- Ensure training to all Fire Department personnel is consistent with local, county, state and federal mandates and directives.
- Establish and maintain standardized procedures for fire ground operations for Department personnel.
- Establish and maintain standardized methods, uses, care and operation of Department tools and equipment.
- Provide assistance and guidance in the development and training of emergency vehicle operators.
- Administer the training budget consistent with established guidelines, providing justification for increase or decrease in training accounts based on past present and projected activity.

## Qualifications

Education, Experience and Training - Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying.

Six years of sworn fire service experience which includes at least two years of experience as a Fire Captain and a bachelor's degree in fire science or related field from an accredited college or university; or

Seven years of sworn fire service experience, which includes at least three years of experience as a Fire Captain and an associate's degree in fire science or related field from an accredited college or university; or

Nine years of sworn fire service experience, which includes at least **three** years of experience as a Fire Captain **and** 15 units of Fire Science/Technology coursework from an accredited college or university.

## The Selection Process

Candidates whose education, training, and experience best meet the needs of our position will be invited to participate in the selection process.

## How to Apply

Applicants should submit an official City application along with a **Supplemental Application Form** ([Click Here to Download](#)) to:

Human Resources Department

City of Chula Vista  
276 Fourth Avenue  
Chula Vista, CA 91910

Applicants seeking additional information regarding the City or position should contact the Human Resources Department at (619) 691-5096. Applications may be downloaded via our website: <http://www.chulavistaca.gov>.

Assigned staff: Pat Siler, Senior Human Resources Analyst, (619) 409-5924, [psiler@ci.chula-vista.ca.us](mailto:psiler@ci.chula-vista.ca.us)

The final closing date is 5:00 p.m. **Monday, July 18, 2005**

## Salary and Benefits

### Salary: \$6,998.37 - \$8,506.57 monthly

*(Note: Current agreements expire June 30, 2005. New 5-year agreements with salary increases are anticipated.)*

**Retirement:** The City provides the 3% at 50 formula and contributes the employee's full 9% share if the California Public Employees Retirement System (CalPERS). The City does not participate in Social Security

**Flexible Benefit Plan:** This position receives \$9,146 annually, from which medical insurance must be purchased for the employee. The remaining money may then be used to purchase a wide variety of non-taxable benefits or receive taxable cash. (The amount will be pro-rated based on plan year and start date.)

**Insurance:** The City provides life and AD&D insurance coverage of \$50,000.

**Long Term Disability:** The City pays the total premium for a short and long-term disability Policy.

**Vacation & Holiday:** This position receives 10 days of vacation for the 1st - 4th year of service; 15 days for 5-15, and 20 days for 16+ years of service plus 4 floating holidays and 9 hard holidays.

**Sick Leave:** Sick leave is accrued at the rate of one day per month, with the option of a cash payment of 1/4 of the annual accumulation if 4 days or fewer are used during the year. Beginning sick leave and vacation balances are negotiable.

**Management Leave:** This Middle Manager position receives 64 hours of Management Leave annually which must be used before the end of the fiscal year. Hours are pro-rated based on date of hire.

**Deferred Compensation:** A non-contributory deferred compensation plan is available.

**Flexible Spending Accounts:** Employees may participate in a Health and/or Dependent Care FSA that will allow them to pre-designate money into these accounts on a pre-tax basis.

# The City of Chula Vista

Founded in 1911, Chula Vista is a beautiful coastal community with a population of over 217,500 located seven miles south of downtown San Diego. In Chula Vista, you will find the best California has to offer including a great year-round climate with smog-free air; 2 marinas with easy access to San Diego Bay for sailing, windsurfing, water skiing, and other water sports; nearby beaches and beautiful foothills and back country with bass fishing in Otay Lake; and opportunities for horseback riding, hiking, and camping.

The City of Chula Vista has 48 parks, three regulation golf courses, two municipal swimming pools, 61 tennis courts, and five community centers. There is a fine school system. Excellent shopping facilities and modern housing are available throughout the City. Chula Vista will continue to develop as a community and has exciting plans for the development of the Bayfront. Located in one of the most beautiful areas of the nation, the City of Chula Vista offers an excellent place to live and work. We are also home to the Olympic Training Center

The City of Chula Vista operates under its own charter with a Council-Manager form of government. The Mayor and four Council members are elected at-large for four year overlapping terms. The City has a long history of political and financial stability. Through careful financial management, the City has built up substantial budget reserves.

The City has over 1160 full-time employees and an operating budget of approximately \$122.8 million allocated to the following departments:

City Attorney • Finance • C V Nature Center • City Clerk • Fire• Planning & Building • City Manager • Human Resources • Police • General Services • Conservation & Environmental Services • Community Development • Library • Public Works • Management & Information Services • Recreation

The City of Chula Vista is an Affirmative Action, Equal Opportunity employer and does not discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, religion, age, or disability in employment or in the provision of service.

## SMOKING POLICY

The City of Chula Vista has a smoking policy that prohibits smoking in all City buildings and vehicles.

## PRE-PLACEMENT PHYSICAL

Employment is contingent upon successful completion of a pre-placement medical exam that may include a drug screen.

## AMERICANS WITH DISABILITIES ACT (ADA)

The City of Chula Vista will provide reasonable accommodation in the examination process when requested by a qualified applicant at least one week prior to the exam. To request reasonable accommodation, contact the Human Resources Department.

## EMPLOYMENT ELIGIBILITY VERIFICATION

The successful applicant will be asked to show proof of citizenship or provide documentation that gives the individual the legal right to work in the United States. The provisions of this bulletin do not constitute an expressed or implied contract and they may be modified or revoked without notice.



*Is seeking a*

***Battalion Chief***

RECRUITMENT NUMBER: 05-221

Published: 6/27/05

FILING DEADLINE: Monday, July 18, 2005, 5 p.m.

